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Juvenile Delinquency Proceedings Overview: A Training Seminar & Webcast for Court Support Personnel

December 2, 2004

Hon. Susan Dobrich Chief Probate and Family Division Judge Cass County Probate Court 60296 M 62, Suite 26 Cassopolis, MI 49031 (269) 445-4452



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^{*} Special Thanks to Mr. William Bartlam for providing the phases and forms flow charts.

Hon, Susan L. Dobrich

Elected Probate Judge of Cass County - January, 1995

EDUCATION:

Edwardsburg High School Kalamazoo College, B.A. Cooley Law School, J.D.

WORK HISTORY:

- 1. Law Clerk for Chief Circuit Court Judge, Kalamazoo County: 1980
- 2. Cass County Prosecutor's Office: 1980 1987
 First Elected Cass County Woman Prosecutor- 1983-1987
- 3. Partner of Law Firm of Westrate, Holmstrom & Dobrich: 1987 1994
- 4. Cass County Probate Judge- 1995 to present
- 5. Cass County Family Court Judge 1997 to present

COMMUNITY:

- 1. Governor's Task Force on Children's Justice, Chair of Governor's Task Force Subcommittee on Domestic Violence/Child Maltreatment
- 2. State Court Administrative Office- Court Improvement Project
- 3. Children's Charter Board Member
- 4. Cass County Civitan
- 5. Cass County Human Resources Coordinating Council
- 6. Cass County Community Corrections Committee
- 7. Rotary
- 8. Michigan Judicial Institute Faculty
- 9. Citizen's Review Panel for Family Independence Agency
- 10. Chief Justice Corrigan's Task Force on Adoption
- 11. Southwestern Michigan College Museum Committee
- 12. Southwestern Michigan College Foundation
- 13. Numerous other local committees

FAMILY:

Tom Atkinson (Husband)
Chief of Police, Dowagiac Police Department
Dowagiac, Michigan
Two Daughters: Julie and Jamie

Resources

The Michigan Juvenile Law Sourcebook can be found on the SCAO website at:

http://courts.michigan.gov/scao/resources/publications/manuals/mijuvlaws cbk.htm

Juvenile Code MCL 712A.1, et seq.

- The Michigan Court Rules can be found at: http://courtofappeals.mijud.net/rules/public/default.asp
 The rules that pertain to Juvenile Justice are 3.900, et seq. – 3.993
- The Juvenile Justice Benchbook can be found on the MJI website at: http://courts.michigan.gov/mji/resources/jjbook/jjbench.htm

 See Tables in section 1.2, pages 3 – 6.
- Updates to the Juvenile Justice Benchbook can be found on the SCAO website at: http://courts.michigan.gov/mji/resources/updates.htm
- Juvenile Delinquency Forms can be found on the SCAO website at: http://courts.michigan.gov/scao/courtforms/juvenile/juvindex.htm
- The Handbook of Legal Terms can be found on the MJI website at: http://courts.michigan.gov/mji/resources/holt/holt.htm

Definitions

Adjudication – In a juvenile delinquency case, a finding by the court that a juvenile is within the court's jurisdiction because the juvenile has committed a criminal offense.

Abstract of Conviction – Summary of the court's finding on a moving violation. This term commonly refers to the form that the courts prepare and send to the Michigan Department of State.

Bail – A method of pretrial release of an accused person by means of having the accused or someone on his or her behalf deposit money with the court or agree to pay a certain amount (post security) to insure his or her appearance at later proceedings, such as trial.

Bond – A promise or contract to do or perform a specified act(s) or to pay a penalty for failure to perform, usually guaranteed by a "surety" who promises to pay if the "principal" defaults, or by deposit of money as a "cash bond". Means basically the same as BAIL on criminal cases.

Confidential files – are defined in MCR 3.903(A)(3) - (4). Part or all of a file may be made confidential by statute or court rule.

Consent calendar – provides a means by which a juvenile and his or her parents and the court reach an agreement that the court will have jurisdiction, but that the juvenile will not be removed from home, so dispositions are limited. MCR 3.932(C)

Formal calendar – judicial proceedings other than a delinquency proceeding on the consent calendar, a preliminary inquiry, or a preliminary hearing of a delinquency proceeding. MCR 3.903(A)(10)

Juvenile – A minor under the age of 17. See also MINOR.

Juvenile Delinquency Proceedings – Proceedings in the family division of the circuit court regarding a minor under age 17 who has: committed an offense that would be a crime if committed by an adult, including a misdemeanor traffic offense; deserted his or her home; been absent from school; repeatedly violated school rules; or, disobeyed the reasonable and lawful commands of his or her parents. See MCL 712A.2(a).

Minor – In delinquency cases, a minor is someone under age17 See MCL 172A.2(a). In most other proceedings, a minor is someone under age 18. The Michigan Court Rules also provide that a "minor" may include a person age 18 or older if court continues to have jurisdiction over the person. See MCR 3.903(A)(15).

Offense by a Juvenile – Any act by a child asserted as grounds for bringing the child within the provisions of the Juvenile Code.

Party – In juvenile delinquency cases, the petitioner and juvenile. MCR 3.903(A)(18)(a)

Petition – In juvenile delinquency or child protective proceedings before the family division of the circuit court, a petition is the instrument used to set forth the allegations (complaint) against the party before the court. Petitions in such proceedings must be verified. Jurisdiction of the court can only be invoked by petition.

Petition authorized to be filed – Occurs when a judge or referee gives written permission to file a petition with the Clerk of the Court. When the court authorizes the filing of the petition, the juvenile must either be released as detailed in MCR 3.935(C) or detained, as detailed in MCR 3.935 (D).

Preliminary Inquiry – The first stage in the processing of a child protective or juvenile delinquency case when the juvenile is not in custody. An informal review by the court to determine appropriate action on a petition.

Prosecuting Attorney – A public officer whose duty is the prosecution of criminal proceedings on behalf of the people of the State of Michigan.

Records – the pleadings, motions, authorized petitions, notices, memoranda, briefs, exhibits, available transcripts, findings of the court, register of actions, and court orders. MCR 3.903(A)(24).

Trial – the fact-finding adjudication of a case on the formal calendar on a charge contained in a petition authorized to be filed to determine if the minor comes within the jurisdiction of the court. MCR 3.903(A)(26)

Verification – A person's statement under oath or penalty of perjury that certain statements of fact in a document or court paper are true. See MCR 2.114(B).

Table of Time and Notice Requirements in Delinquency Cases

The following table contains time and notice requirements, with cross-references to the relevant authorities and appropriate sections of the *Juvenile Justice Benchbook (Revised Edition)* for more complete discussion. To compute time periods, see MCR 1.108. For court holidays, see MCR 8.110(D).

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Preliminary Inquiry	May be conducted at any time. Except as stated below, no notice to parties is required.	MCL 712A.11(1) and MCR 3.932(A). See Section 4.2
	If the alleged offense falls under the Crime Victim's Rights Act, the court must give written notice to the prosecuting attorney of the court's intent to remove the case from the adjudicative process. The prosecuting attorney must notify victim(s).	MCL 780.786b and 3.932(B). See Section 4.3
Diversion Conference	The Juvenile Diversion Act may be used prior to the authorization of a petition. Law enforcement official or court intake worker must notify minor and his or her parent, guardian, or custodian of the time and place of a proposed diversion conference. If no diversion agreement is reached during the conference, a petition may be filed within 30 days of the conference.	MCL 722.823(1) and MCL 722.825(1) and (4). See Section 4.4
	If the alleged offense falls under the Crime Victim's Rights Act, the court must give written notice to the prosecuting attorney of the court's intent to remove the case from the adjudicative process. The prosecuting attorney must notify victim(s).	MCL 780.786b. See Section 4.3

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Consent Calendar Proceeding	With the consent of the juvenile and parent, guardian, or legal custodian, the consent calendar may be used following receipt of a citation or petition. No formal notice to the parties is required.	MCR 3.932(C). See Section 4.5
	If the alleged offense falls under the Crime Victim's Rights Act, the court must give written notice to the prosecuting attorney of the court's intent to remove the case from the adjudicative process. The prosecuting attorney must notify victim(s).	MCL 780.786b. See Section 4.3
Preliminary Hearing (When Juvenile Is in Custody)	If juvenile is in custody, hearing must be held within 24 hours, excluding Sundays and holidays. As soon as hearing is scheduled, notice must be given in person, on record, or by phone to juvenile and his or her parent.	MCR 3.935(A)(1) and 3.920(C)(2)(a). See Section 5.9
	Hearing may be adjourned for up to 14 days to secure attendance of juvenile's parent or witnesses, or for other good cause shown.	MCR 3.935(A)(2). See Section 5.9
	Hearing may be adjourned up to 5 days if juvenile is charged with a specified juvenile violation.	MCR 3.935(A)(3). See Section 3.6
Preliminary Hearing (When Juvenile Is Not in Custody)	If juvenile is not in custody, there is no time requirement. However, at least 7 days' notice in writing or on record must be given to juvenile, custodial parent, guardian, legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner.	MCR 3.920(C)(1) and 3.921(A)(1). See Sections 5.9, 6.3 and 6.7

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Motion to Amend Petition to Designate Case or Request Court to Designate Case for Criminal Trial in Family Division	Prosecutor may amend the petition by right during the preliminary hearing, or by leave of court no later than a pretrial hearing. If no pretrial hearing is held, prosecutor may request leave to amend no later than 21 days before trial, absent good cause for further delay. Court may allow amendment in interest of justice.	MCR 3.951(A)(3) and 3.951(B)(3). See Section 5.5
	If a hearing is required, 7 days' written or record notice to juvenile, custodial parent, guardian, legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner.	MCR 3.920(C)(1) and 3.921(A)(1). See Sections 6.3 and 6.7
Designation Hearings	Hearing must be commenced within 14 days after arraignment, unless adjourned for good cause.	MCR 3.952(A). See Section 17.10(B)
	7 days' notice of the time, date, and place of hearing may be given orally on record to juvenile and his or her parent, guardian, or legal custodian, the juvenile's attorney, and the prosecutor, or in writing, served on each individual by mail or other manner reasonably calculated to provide notice.	MCR 3.952(B)(2) and 3.920(C)(1). See Section 17.10(B)
	The petition, or a copy of the petition, and a separate request for court designation must be personally served on juvenile, and if address or whereabouts known or discoverable by due diligence, parent, guardian, or legal custodian.	MCR 3.952(B)(1). See Section 17.10(B)

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Motion for "Traditional" Waiver	Motion must be filed within 14 days after petition is authorized to be filed. Absent timely motion or good cause shown, juvenile is no longer subject to waiver on the charges.	MCR 3.950(C)(1). See Section 16.4
	A copy of motion must be personally served on the juvenile and his or her parent, if their addresses or whereabouts are known or can be determined by the exercise of due diligence.	MCR 3.950(C)(2). See Section 16.5
First Phase of "Traditional" Waiver Hearing	Hearing must be commenced within 28 days after petition is filed unless adjourned for good cause.	MCR 3.950(D)(1)(a). See Section 16.11
	7 days' notice of the time, date, and place of hearing must be given. Notice may be given on the record directly to the juvenile or to the juvenile's attorney, the prosecuting attorney, and all other parties, or in writing, served on each individual.	MCR 3.950(D) and 3.920(C)(1). See Sections 16.8 and 6.7
Second Phase of "Traditional" Waiver Hearing	Hearing must be commenced within 28 days after conclusion of first phase, or 35 days after petition is filed if no first-phase hearing was held, unless adjourned for good cause.	MCR 3.950(D)(2)(b). See Section 16.15
	7 days' notice of the time, date, and place of hearing must be given. Notice may be given on the record directly to the juvenile or to the juvenile's attorney, the prosecuting attorney, and all other parties, or in writing, served on each individual.	MCR 3.950(D) and 3.920(C)(1). See Section 6.7
Trial After Motion for "Traditional" Waiver Denied	If trial has not started within 28 days after motion for waiver is denied and the delay is not attributable to the defense, juvenile must be released unless he or she is being detained on another matter.	MCR 3.950(F). See Section 16.21

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Demand for Jury Trial	Written demand for jury trial shall be filed within 14 days after court gives notice of the right to jury trial or 14 days after the filing of an appearance by an attorney, whichever is later, but no later than 21 days before trial. The court may excuse a late filing in the interest of justice.	MCR 3.911(B). See Section 7.10
Demand for Trial by Judge (Rather Than Referee)	Written demand for trial by judge rather than referee shall be filed within 14 days after court gives notice of the right to trial by a judge or 14 days after the filing of an appearance by an attorney, whichever is later, but no later than 21 days before trial. The court may excuse a late filing in the interest of justice.	MCR 3.912(B). See Section 7.10
Notice of Alibi or Insanity Defenses and Notice of Rebuttal by Prosecuting Attorney	Written notice of juvenile's intent to rely on defense must be given to the court and prosecutor within 21 days after notice of the trial date has been given to juvenile, but no later than 7 days before trial.	MCR 3.922(B)(1). See Section 7.9
	Written notice of the prosecutor's intent to rebut defense must be given to the court and juvenile within 7 days after receipt of notice of defense, but no later than 2 days before trial.	MCR 3.922(B)(2). See Section 7.9

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Motions to Suppress Evidence	Personal service of motion must be made at least 7 days before hearing, and of the response at least 3 days before hearing. If service is by mail, add 2 days to these deadlines. For good cause, court may set different periods for filing and serving motions.	MCR 3.922(C), 3.920(C)(1), and 2.119(C). See Sections 6.7 and 7.3
	If a hearing is held, at least 7 days' notice in writing or on record must be given to juvenile, custodial parent, guardian, legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner.	MCR 3.920(C)(1) and 3.921(A)(1). See Sections 6.3 and 6.7
Trials	In all cases, trial must be held within 6 months after filing of the petition, unless adjourned for good cause. If juvenile is detained, trial has not commenced within 63 days after juvenile was taken into custody, and the delay is not attributable to the defense, juvenile must be released without bail pending trial unless he or she is being held on another matter.	MCR 3.942(A). See Section 7.11
	At least 7 days' notice in writing or on record must be given to juvenile, custodial parent or guardian, legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner.	MCR 3.920(C)(1) and 3.921(A)(1). See Sections 6.3 and 6.7

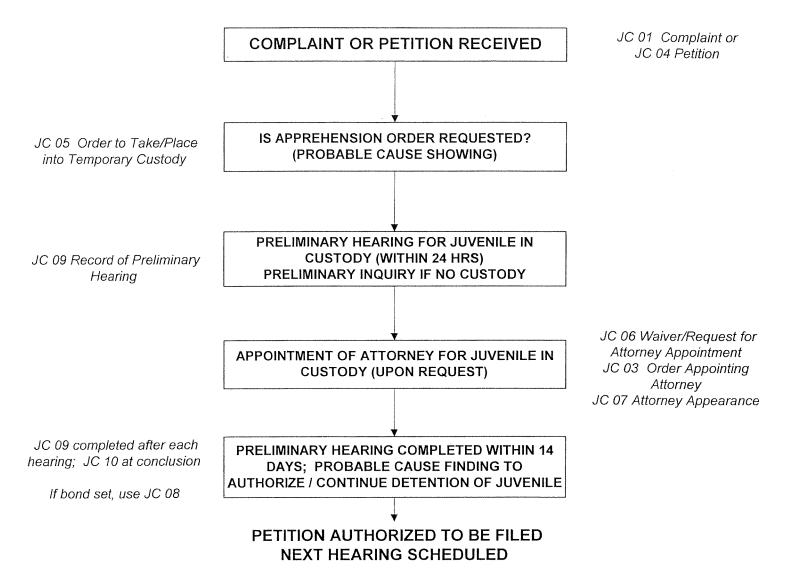
Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Trials, cont.	The court must direct service of summons on juvenile and his or her parent or the person with whom juvenile resides.	MCL 712A.12 and 3.920(B)(4)(a). See Section 6.5
	Personal service is required at least 7 days before trial. If the court finds that personal service is impracticable or cannot be achieved, the court may direct service in any manner reasonably calculated to give notice of the proceedings and opportunity to be heard, including publication, sent at least 14 days before trial, or 21 days if the person is not a Michigan resident.	MCR 3.920(B)(4) and 3.920(B)(5). See Section 6.5
Rehearings or Motions for New Trial	Written motion must be filed within 21 days after the date of the order resulting from the hearing or trial. Court may entertain untimely motion for good cause shown. Written response must be filed with the court and parties within 7 days of motion.	MCR 3.992(A) and (C). See Sections 9.15(B)
	At least 7 days' notice in writing or on record must be given to juvenile, custodial parent, guardian, or legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner.	MCR 3.920(C)(1) and 3.921(A)(1). See Sections 6.3 and 6.7

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Dispositions	The time between adjudication or plea and disposition is within the court's discretion. However, if juvenile is detained, disposition hearing must be held within 35 days after plea or trial, unless adjourned for good cause.	MCR 3.943(B). See Section 10.2
	At least 7 days' notice in writing or on record must be given to juvenile, custodial parent, guardian, or legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner.	MCR 3.920(C)(1) and 3.921(A)(1). See Sections 6.3 and 6.7
Review of Referee's Recommended Findings and Conclusions	Request for review must be filed within 7 days after the inquiry or hearing or 7 days after issuance of referees' recommendations, whichever is later, and served on interested parties, and a response may be filed within 7 days after the filing of the request for review.	MCR 3.991(B)(3), 3.991(B)(4), and 3.991(C). See Section 12.7
	Absent good cause for delay, the judge must consider the request within 21 days after it is filed if juvenile is in placement or detention.	MCR 3.991(D). See Section 12.8
Dispositional Review Hearings When Juvenile Is in Out-of-Home Care	If juvenile is in out-of-home care, hearing must be held within 182 days after entry of the initial disposition order, and within every 182 days thereafter.	MCL 712A.19(2) and MCR 3.945(A)(2)(a). See Section 14.5(A)
	7 days' written notice to agency, foster parent or custodian, parent, guardian, guardian ad litem, elected Indian tribe leader (if applicable), attorney, juvenile (if older than age 11), prosecutor, and other persons as court directs.	MCL 712A.19(5). See Section 14.5(A)

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Annual Reviews for Juveniles Committed to Public Institutions or Agencies	Court must conduct an annual review of the services provided to the juvenile, the juvenile's placement, and the juvenile's progress in the placement.	MCL 712A.18c(3). See Section 14.7
Commitment Review Hearings for Juveniles Committed to Public Institutions or Agencies	Court must schedule and hold a hearing as near as possible to but before juvenile's 19th birthday, unless adjourned for good cause. If the court extends jurisdiction and the juvenile is placed outside the home, court must hold a dispositional review hearing every 182 days thereafter.	MCR 3.945(B)(1)(a) and 3.945(C)(1). See Section 14.8(B)
	Hearing may be held at any time on motion of institution, agency, or facility to which juvenile has been committed.	MCR 3.945(C)(2). See Section 14.9
	Notice must be given to the prosecutor, agency or superintendent of institution or facility to which juvenile has been committed, juvenile, and juvenile's parent, guardian, or legal custodian (if address or whereabouts are known) at least 14 days prior to the hearing.	MCR 3.945(B)(1)(b). See Section 14.8(C)
Post-Disposition Detention Hearing Pending Return to Placement	If no new petition or probation violation petition is filed, court must hold a detention hearing within 48 hours after the juvenile is taken into custody, excluding Sundays and holidays.	MCR 3.946(B). See Section 10.10
	Notice of the hearing may be given to juvenile and his or her parent as soon as the hearing is scheduled, in person, in writing, on record, or by phone.	MCR 3.920(C)(2)(a). See Sections 6.7 and 10.10

Type of Proceeding	Time and Notice Requirements	Authorities and Cross-References
Probation Violation Hearings	If juvenile denies the allegations, court must schedule hearing within 42 days after a detention hearing. If hearing is not commenced within 42 days and the delay is not attributable to the juvenile, juvenile must be released without bail.	MCR 3.944(B)(5)(b). See Section 13.6
	If the juvenile is not in custody, at least 7 days' notice in writing or on record must be given to juvenile, custodial parent or guardian, legal custodian, noncustodial parent who has requested notice at a hearing or in writing, guardian ad litem, attorney for juvenile, prosecuting attorney, and petitioner. A copy of the probation violation petition and notice of juvenile's rights must be provided.	MCR 3.944(A)(1)(a), 3.920(C)(1) and 3.921(A)(1). See Sections 13.2, 6.3, and 6.7
	If the juvenile is detained, notice of the hearing may be given to juvenile and his or her parent as soon as the hearing is scheduled, in person, in writing, on record, or by phone. If the juvenile is detained, notice may be given to the custodial parent, guardian, or legal custodian.	MCR 3.944(A)(2)(b). See Section 13.2

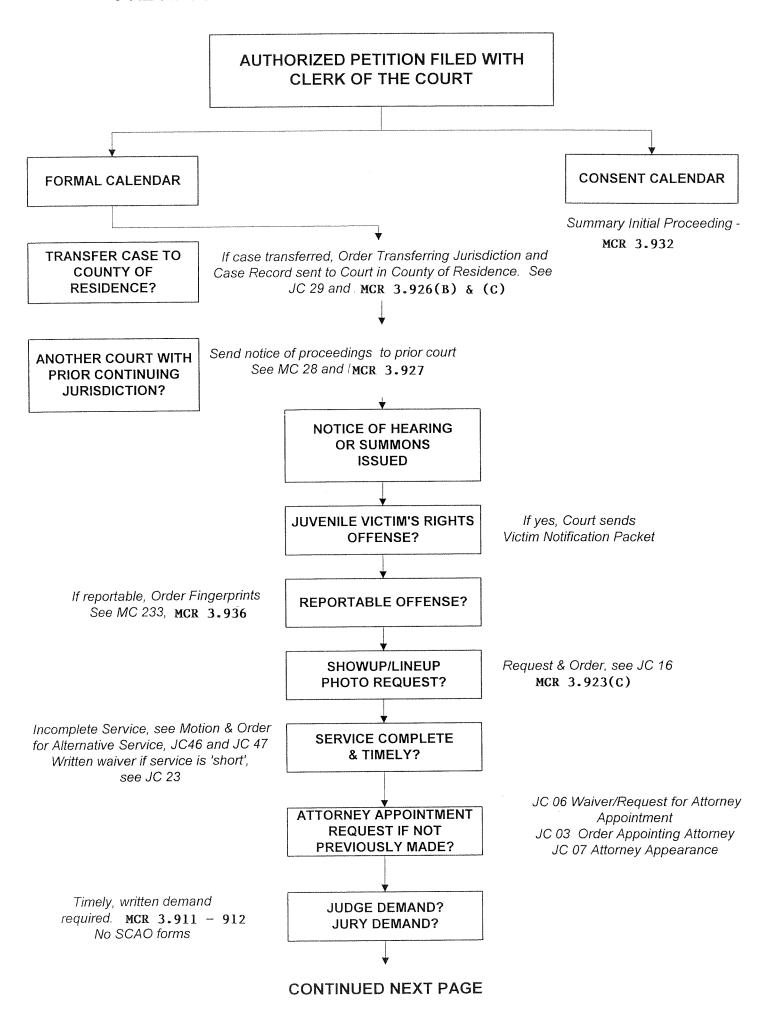
PRE-AUTHORIZATION PHASE OF A DELINQUENCY CASE



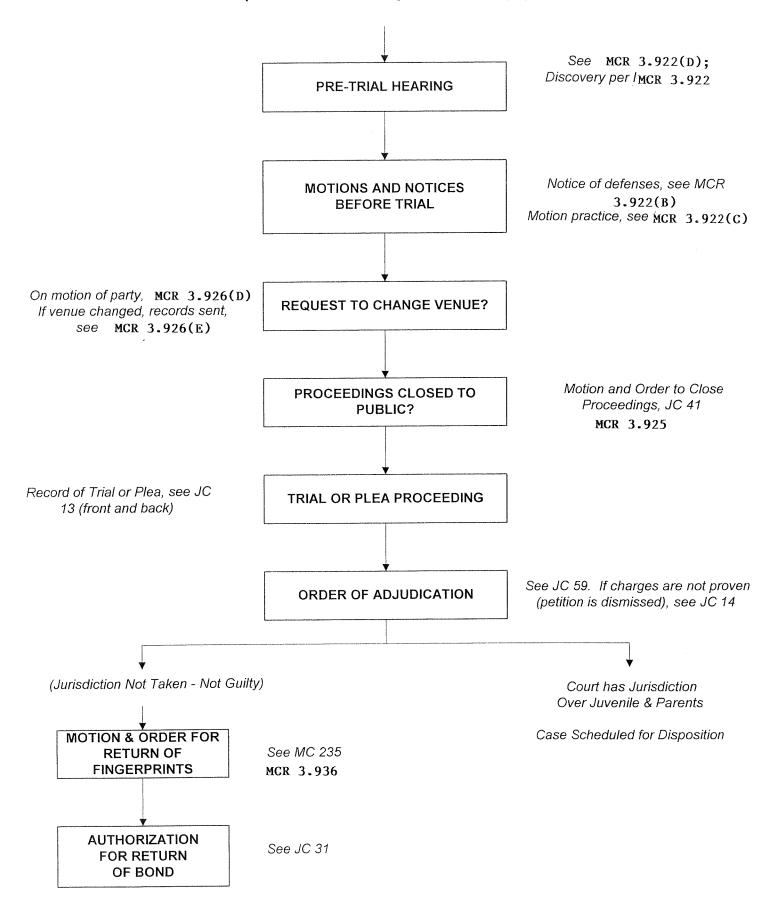
PHASE I FORMS:

JC 55 Diversion Record
JC 56 Notice of Diversion Conference
JC 01 - 02 Complaint (Front & Back)
JC 05 Order to Take/Place Into Temporary Custody
JC 04 Petition
JC 06 Waiver or Request for Appointment of Attorney
JC 03 Order Appointing Attorney
JC 07 Appearance of Attorney
JC 09 Record of Preliminary Hearing
JC 10 Order After Preliminary Hearing
JC 08 Bond for Appearance

PRE-ADJUDICATION PHASE WITH AUTHORIZED PETITION



PRE-ADJUDICATION PHASE WITH AUTHORIZED PETITION (Continued from previous page)

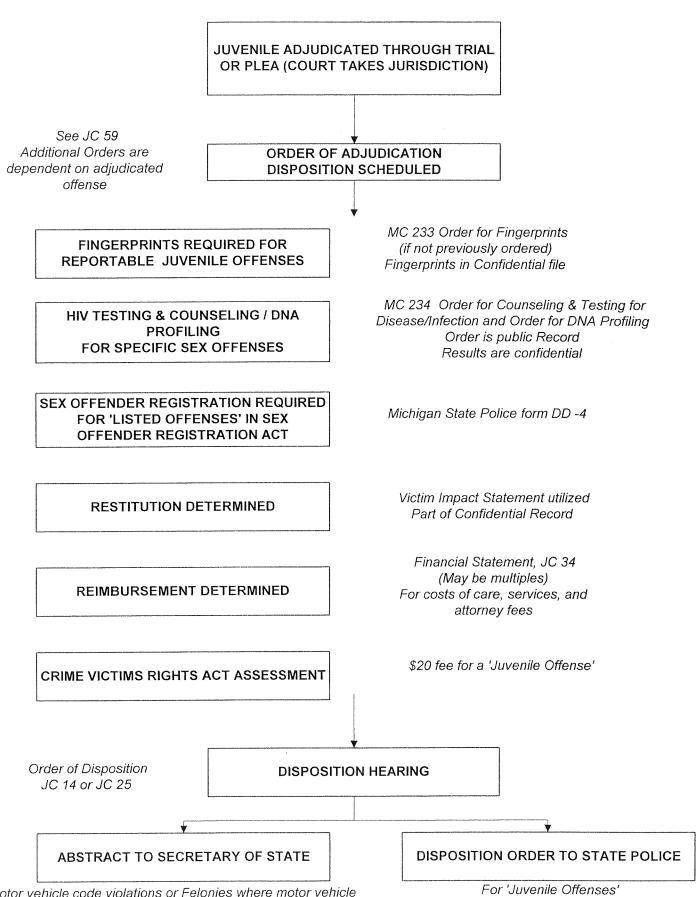


PRE-ADJUDICATION PHASE OF A DELINQUENCY CASE (PETITION HAS BEEN AUTHORIZED)

PHASE II FORMS

JC 04	Petition
JC 29	Order Transferring Jurisdiction
MC 28	Notice to Prior Court of Proceeding Affecting Minors
JC 45	Notice of Hearing
JC 20	Summons
JC 12a/12b	Proof of Service
MC 233	Order for Fingerprints
JC 16	Request & Order for Fingerprinting/Photographing/Showup Presentation
JC 32	Publication of Hearing
JC 46	Motion for Alternative Service
JC 47	Order for Alternative Service
JC 23	Waiver of Notice of Hearing
JC 41	Motion & Order to Close Proceedings
JC 13	Record of Trial or Plea
MC 235	Motion & Order for Return of Fingerprints
JC 31	Authorization for Return of Bond

DELINQUENCY CASE FLOW AFTER ADJUDICATION THROUGH DISPOSITION



For motor vehicle code violations or Felonies where motor vehicle was used, Neg Hom, UDAA, Joyriding, and fleeing & eluding

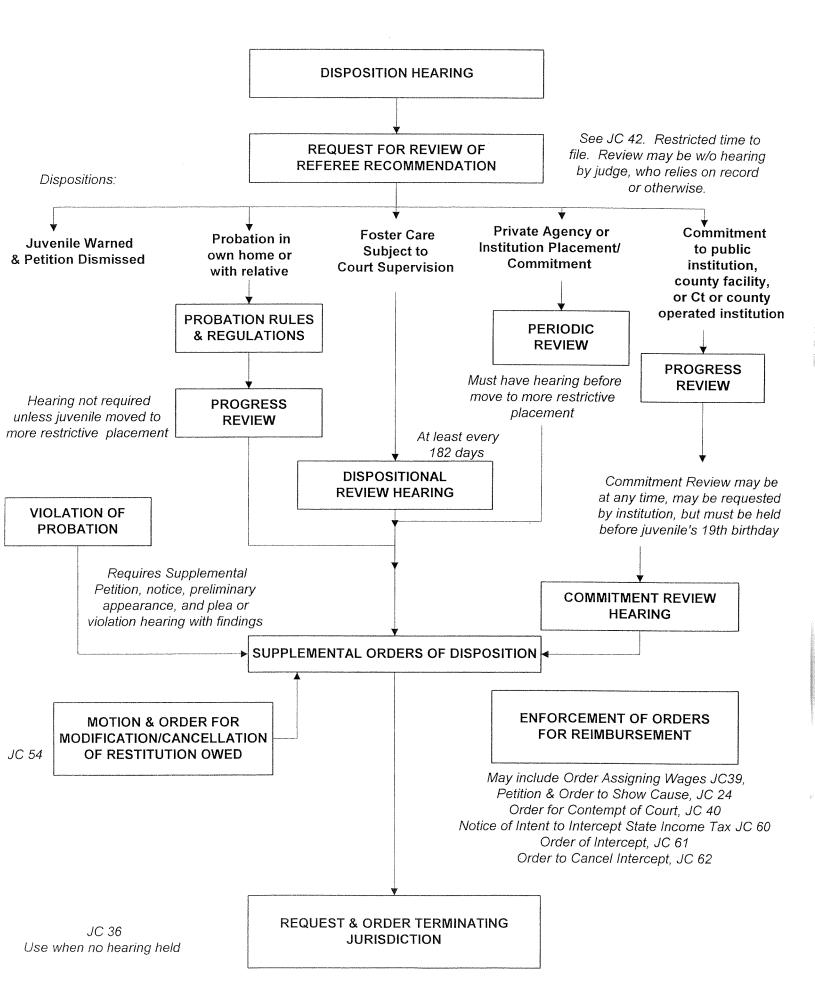
(Juvenile Criminal History Record)

POST-ADJUDICATION PHASE OF A DELINQUENCY CASE (COURT HAS TAKEN JURISDICTION)

PHASE III FORMS

JC 59	Order of Adjudication (Delinquency Proceeding)
MC 235	Motion & Order for Return of Fingerprints (If petition dismissed, jurisdiction not taken)
MC 234	Order for Counseling & Testing for Disease/Infection and Order for DNA Profiling
JC 34	Financial Statement
JC 14	Order of Disposition (Delinquency Proceedings)
JC 25	Order of Disposition, Commitment or Referral to Family Independence Agency (Delinquency)
JC 38	Order for Reimbursement
JC 15	Motion & Authorization/Denial (Rehearing/Review)
JC 42	Request & Order for Review of Referee Recommendation

POST-DISPOSITION PHASE OF DELINQUENCY CASE



			rev. 9/03
Form <u>Number</u>	<u>Date</u>	<u>Title</u>	<u>Citation</u>
JC 01	6/03	Complaint (Request for Action) page 1	MCL 712A.2, MCL 712A.11, MCR 3.903(A)(9)
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 02	6/03	Complaint (Request for Action) page 2	MCL 712A.14, MCL 712A.15, MCR 3.903(A)(9), MCR 3.933(A), MCR 3.934,
	*(9/97)	previous approved form which can be used until stock is depleted	MR 3.963(A)
JC 03	9/03	Order Appointing Attorney/Guardian Ad Litem Lawyer-Guardian Ad Litem	MCL 712A.17c(9), MCL 712A.17d(2), MCR 3.915, MCR 3.916
	****(6/03)	previous approved form which cannot be used after January 1, 2004	
JC 04	6/03	Petition	MCL 600.2950h-600.2950m, MCL 712A.2, MCL 712A.2d, MCL 712A.2h, MCL 764.15b,
	**(5/03) **(3/02)	previous approved forms which cannot be used after July 1, 2003	MCR 3.903(A)(19), MCR 3.931, MCR 3.961, MCR 3.983
JC 05	6/03	Order to Apprehend/Detain or to Place into Protective Custody (two part form)	MCL 712A.2c, 712A.15, MCR 3.933(B),(C), MCR 3.934(B), MCR 3.944(A), MCR 3.963(B), MCR 3.983(B),(D)
	**(5/03) **(3/02) **(9/01)	previous approved form which cannot be used after July 1, 2003	MCR 5.765(B),(D)
JC 06	6/03	Waiver of Attorney or Request for Appointment of Attorney	MCR 3.915, MCR 3.935(B)(4), MCR 3.942(B)(3), MCR 3.944(B)(4),(C)(1)(b), MCR 3.946(C)(2), MCR 3.951(A)(2)(b)(i), MCR 3.985(B)(3),
	**(9/97)	previous approved form which cannot be used after July 1, 2003	MCR 3.987(C)(3)
JC 07	6/03	Appearance of Attorney/Guardian Ad Litem/ Lawyer-Guardian Ad Litem	MCR 3.915(C), MCR 3.916
	*(3/99)	previous approved form which can be used until stock is depleted	
JC 08	6/03	Bond for Appearance	MCR 3.604, MCR 3.935(C),(E),(F)
	*(9/98)	previous approved form which can be used until stock is depleted	
JC 09	9/03	Record of Preliminary Hearing (Delinquency Proceedings)	PL-96-272, 42 USC 670 et seq., MCL 712A.2, MCL 712A.10(1)(c), MCL 712A.11, MCL 712A.14, MCL 712A.15, MCR 3.935,
	*(6/03)	previous approved form which can be used until stock is depleted	MCR 3.980

			rev. 9/0
Form <u>Number</u>	<u>Date</u>	<u>Title</u>	<u>Citation</u>
JC 10	6/03	Order After Preliminary Hearing/Inquiry (Delinquency / Personal Protection)	PL-96-272, 42 USC 670 et seq., MCL 712A.2, MCL 712A.11, MCL 712A.15, MCR 3.932, MCR 3.935, MCR 3.980
	**(9/02) **(9/01)	previous approved forms which cannot be used after July 1, 2003	WER 3.732, WER 3.733, WER 3.700
JC 11	6/03	Order After Preliminary Hearing/Inquiry, Child Not Removed (Child Protective Proceedings)	MCL 712A.2, MCL 712A.11, MCL 712A.13a, MCR 3.962, MCR 3.965
	*(9/00) **(9/98)	previous approved forms which cannot be used after July 1, 2003	
JC 11a	9/03	Order After Preliminary Hearing/Inquiry, Child Removed From Home (Child Protective Proceedings)	MCL 712A.2, MCL 712A.11, MCL 712A.13a, MCL 712A.18f(4), MCR 3.962, MCR 3.965
	*(6/03)	previous approved form which can be used until stock is depleted	
JC 12a	6/03	Proof of Service/Non Service	MCR 2.107(D), MCR 3.920(H)
	*(9/97)	previous approved form which can be used until stock is depleted – may not be used with JC 20 or 21	
JC 12b	6/03	Proof of Service/Non Service	MCR 2.107(D), MCR 3.920(H)
	*(9/97)	previous approved form which can be used until stock is depleted – may not be used with JC 20 or 21	
JC 13	9/97	Record of Trial/Plea	MCL 712A.18(1), MCR 3.925(B), MCR 3.941, MCR 3.942, MCR 3.971, MCR 3.972
JC 14	9/03	Order of Disposition (Delinquency Proceedings)	MCL 28.241a, MCL 600.2950h-600.2950m, MCL 712A.18, MCL 712A.20, MCL 764.15b, MCL 769.1f, MCL 769.16a, MCR 3.936,
	***(6/03)	previous approved form which cannot be used after October 1, 2003	MCR 3.943
JC 15	3/98	Motion and Authorization/Denial	MCL 712A.13a(12), MCL 712A.17, MCL 712A.18d, MCL 712A.19(1),
	*(9/97)	previous approved form which can be used until stock is depleted	MCL 712A.21, MCL 3.923(G), MCR 3.932(C)(8), MCR 3.942(A), MCR 3.945(A), MCR 3.966, MCR 3.972(A), MCR 3.975(H), MCR 3.992(A)
JC 16	6/03	Request and Order for Fingerprinting/ Photographing/Lineup	MCL 712A.32, MCR 3.923(C)
	**(9/97)	previous approved form which cannot be used after July 1, 2003	

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	orm J <u>umber</u>	<u>Date</u>	<u>Title</u>	Citation
J(C 17	6/03	Order of Disposition, Child in Home (Child Protective Proceedings)	MCL 712A.18, MCL 712A.18f, MCL 712A.20, MCR 3.973(F)
		**(9/97)	previous approved form which cannot be used after July 1, 2003	
J(C 18	6/03	Motion to Waive Jurisdiction and Notice	MCL 712A.4, MCR 3.950
		**(9/97)	previous approved form which cannot be used after July 1, 2003	
J(C 19	6/03	Supplemental Order of Disposition Following Review Hearing (Child Protective Proceedings)	MCL 712A.18f(4), MCL 712A.19, MCL 712A.20, MCR 3.974(A)(3), MCR 3.975, MCR 3.978
		*(9/02) **(9/01)	previous approved forms which cannot be used after July 1, 2003	
J(C 20	6/03	Summons: Order to Appear (Delinquency) Proceedings) / (Personal Protection Proceedings)	MCL 712A.13, MCR 3.911, MCR 3.912, MCR 3.915, MCR 3.920, MCR 3.944, MCR 3.983(B)
		**(5/03) **(3/99)	previous approved forms which cannot be used after July 1, 2003	men s.yos(b)
J(C 21	6/03	Summons: Order to Appear (Child Protective Proceedings)	MCL 712A.13, MCR 3.911, MCR 3.912, MCR 3.915, MCR 3.920
		**(5/03) **(9/97)	previous approved forms which cannot be used after July 1, 2003	WCR 3.913, WCR 3.920
J(C 22	6/03	Blank (does not contain SCAO approval)	(for second sheets or general purpose)
J(C 23	6/03	Waiver of Notice of Summons/Hearing	MCR 3.911, MCR 3.920(E)
		**(5/03) **(9/97)	previous approved forms which cannot be used after July 1, 2003	
J(C 25	9/03	Order of Disposition, Commitment or Referral to Family Independence Agency (Delinquency Proceedings)	MCL 400.55(h), MCL 712A.18, MCL 712.20, MCL 712A.24, MCL 803.301,
		***(6/03)	previous approved forms which cannot be used after October 1, 2003	MCR 3.936, MCR 3.943
JO	C 26	6/03	Order of Disposition, Child Removed From Home (Child Protective Proceedings)	PL 96-272; 42 USC 670 et seq., MCL 400.55(h), MCL 400.203, MCL 712A.13a, MCL 712A.18, MCL 712A.18 MCL
		**(9/01)	previous approved form which cannot be used after July 1, 2003	MCL 712A.18f, MCL 712A.20, MCR 3.973(F)
J(C 29	6/03	Order to Transfer Jurisdiction	MCL 712A.2, MCR 3.926
		*(9/97)	previous approved form which can be used until stock is depleted	
J(C 31	9/03	Authorization for Return of Bond	MCR 3.604, MCR 3.935(F)(4)

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Form <u>Number</u>	<u>Date</u>	<u>Title</u>	Citation
	***(6/03)	previous approved form which cannot be used after October 1, 2003	
JC 32	6/03	Publication of Hearing	MCR 3.920(B)(4)(b), (5)(c)
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 33	6/03	Request and Order to Destroy Records	MCR 3.925(E)
	**(9/97)	previous approved form which cannot be used after July 1, 2003	
JC 34	6/03	Financial Statement	
	*(9/98)	previous approved form which can be used until stock is depleted	
JC 36	6/03	Request and Order Terminating Court Jurisdiction	MCL 712A.18(2), MCL 712A.18c(4), MCL 712A.19(1), MCR 3.932(C)(7)
	*(9/97)	previous approved form which cannot be used after July 1, 2003	
JC 37	6/03	Request for Financial Information	
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 38	6/03	Order for Reimbursement	MCL 712A.17, MCL 712A.18, MCR 3.915(E), MCR 3.916(D)
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 39	6/03	Order for Assignment of Wages	MCL 712A.18b
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 40	6/03	Order for Contempt of Court	MCL 600.1701, MCR 600.1715, MCL 600.1721, MCL 712A.6a, MCL 712A.26, MCR 3.928,
	**(9/97)	previous approved form which cannot be used after July 1, 2003	MCR 3.987(F)
JC 41	6/03	Motion and Order to Close Proceedings to Public	MCL 712A.17(7), MCR 3.925(A)
	*(9/97)	previous approved form which can be used until stock is depleted	

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Form <u>Number</u>	<u>Date</u>	<u>Title</u>	<u>Citation</u>
JC 42	6/03	Request and Order for Review of Referee Recommendation	MCR 3.991
	*(9/97)	previous approved form which can be used until stock is depleted provided note is corrected	
JC 44	9/03	Advice of Rights After Order Terminating Parental Rights (Juvenile Code)	MCL 712A.21, MCL 710.27a, MCL 600.861, MCR 3.977(I), MCR 3.992, MCR 7.204(A)
	*(6/03)	previous approved form which can be used until stock is depleted	
JC 45	6/03	Notice of Hearing	MCL 712A.19(5)(a), MCL 712A.19a, MCL 712A.19b, MCR 3.920(C),
	*(5/03) *(9/01)	previous approved forms which cannot be used after July 1, 2003	MCR 3.945(B)(1)(b), MCR 3.963(C)(2), MCR 3.976(C), MCR 3.977(C), MCR 3.978(B), MCR 3.985(C)
JC 46	6/03	Motion for Alternate Service	MCR 3.920(B)(4)
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 47	6/03	Order for Alternate Service	MCR 3.920(B)(4),(5)
	*(9/97)	previous approved form which can be used until stock is depleted	
JC 48	6/03	Notice of Proceedings Concerning American Indian Child	25 USC 1912, MCR 3.980(A)
	*(9/02) *(9/01)	previous approved forms which can be used until stock is depleted	
JC 50	6/03	Request for Confidentiality	25 USC 1951(c)
	**(9/97)	previous approved form which cannot be used after July 1, 2003	
JC 51	6/03	Statement of Preference	25 USC 1915, MCR 3.980(C)(5)
	**(9/97)	previous approved form which cannot be used after July 1, 2003	
JC 53	6/03	Notice to Putative Father	MCR 3.921(C)
	**(9/97)	previous approved form which cannot be used after July 1, 2003	

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<u>Date</u>	<u>Title</u>	Citation
6/03	Motion and Order for Modification or Cancellation of Restitution Owed	MCL 712A.18
*(9/02) *(9/01)	previous approved forms which can be used until stock is depleted	
6/03	Diversion Record	MCL 722.821 et seq., MCR 3.932(A)
*(9/97)	previous approved form which can be used until stock is depleted	
6/03	Notice of Diversion Conference	MCL 722.824, MCL 722.825, MCR 3.932(A)
*(9/97)	previous approved form which can be used until stock is depleted	
6/03	Supplemental Order of Disposition Following Review Hearing (Delinquency Proceedings)	MCL 712A.18, MCL 712A.18c, MCL 712A.18d, MCL 712A.19, MCL 712A.20, MCL 712A.24,
**(9/01)	previous approved form which cannot be used after July 1, 2003	MCR 3.945
6/03	Order Cancelling Wage Assignment	MCL 712A.18b
*(9/01) *(9/97)	previous approved forms which can be used until stock is depleted	
6/03	Order of Adjudication (Delinquency Proceedings)	MCL 712A.18, MCR 3.942, MCR 3.945
**(9/01)	previous approved form which cannot be used after July 1, 2003	
6/03	Notice of Intent to Intercept State Income Tax	MCL 712A.18(2), MCL 769.1(7)
*(11/97)	previous approved form which can be used until stock is depleted	
6/03	Order to Intercept State Income Tax	MCL 712A.18(2), MCL 769.1(7)
*(9/97)	previous approved form which can be used until stock is depleted	
6/03	Order to Cancel State Income Tax Intercept	MCL 712A.18(2), MCL 769.1(7)
*(9/97)	previous approved form which can be used until stock is depleted	
6/03	Order Terminating Parental Rights, Commitment to Family Independence Agency (Child Protective Proceedings)	25 USC 1912, MCL 400.201 et seq., MCL 712A.18, MCL 712A.19b, MCL 712A.20, MCR 3.977, MCR 3.980
*(9/02) **(9/01)	previous approved forms which can be used until stock is depleted	
6/03	Order Following Permanency Planning	MCL 712A.19a, MCR 3.976
	6/03 *(9/02) *(9/01) 6/03 *(9/97) 6/03 *(9/01) *(9/97) 6/03 *(9/01) *(9/97) 6/03 *(9/01) 6/03 *(9/97) 6/03 *(9/97) 6/03 *(9/97) 6/03	*(9/02) previous approved forms which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which cannot be used after July 1, 2003 **(9/01) previous approved forms which can be used until stock is depleted *(9/97) previous approved forms which can be used until stock is depleted *(9/97) previous approved form which cannot be used after July 1, 2003 **(9/01) previous approved form which cannot be used after July 1, 2003 *(9/03) Notice of Intent to Intercept State Income Tax *(11/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted *(9/97) previous approved form which can be used until stock is depleted

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Form <u>Number</u>	<u>Date</u>	<u>Title</u>	<u>Citation</u>
		Hearing (Child Protective Proceedings)	
	**(9/01)	previous approved form which cannot be used after July 1, 2003	
JC 65	6/03	Order Removing Alleged Abuser From Child's Home (Child Protective Proceedings)	MCL 712A.13a
JC 66	*(3/98) 6/03	previous approved form which can be used until stock is depleted Application to Set Aside Adjudication and Order	MCL 712A.18e, MCR 3.925(F)
	**(11/01) **(9/00)	previous approved forms which cannot be used after July 1, 2003	
JC 67	6/03	Notice of Hearing (Designated Case)	MCL 712A.2d, MCL 712A.18i, MCR 3.920(C), MCR 3.951, MCR 3.952(B), MCR 3.956
	*(9/00)	previous approved form which can be used until stock is depleted	
JC 68	6/03	Order After Designation Hearing	MCL 712A.2d, MCR 3.952
	*(9/00)	previous approved form which can be used until stock is depleted	
JC 69	6/03	Order After Preliminary Examination (Designated Case)	MCL 712A.2d, MCR 3.953
	*(9/00)	previous approved form which can be used until stock is depleted	
JC 70	6/03	Judgment of Conviction (Designated Case)	MCL 712A.2d, MCR 3.954
	**(3/02) **(9/97)	previous approved forms which cannot be used after July 1, 2003	
JC 71	9/03	Judgment of Sentence, Commitment to Jail (Designated Case)	MCL 12.206, MCL 712A.18g; MCL 712A.18i, MCL 712A.18j, MCL 712A.18k, MCR 3.936, MCR 3.955
	***(6/03)	previous approved form which cannot be used after October 1, 2003	MCK 3.733
JC 72	9/03	Judgment of Sentence, Commitment to Corrections Department (Designated Case)	MCL 12.206, MCL 712A.18(1)(n); MCL 712A.18g, MCL 712A.18k, MCR 3.936, MCR 3.955
	***(6/03)	previous approved forms which can be used after October 1, 2003	MCK 3.733
JC 73	9/03	Order Delaying Sentence (Designated Case)	MCL 12.206, MCL 712A.18(1)(n), MCL 712A.18k, MCR 3.936, MCR 3.955(D)
	***(6/03)	previous approved forms which cannot be used after October 1, 2003	1910L / 12A.10K, 1910K 3.730, 1910K 3.733(D)
JC 74	9/03	Order of Probation (Designated Case)	MCL 712A.18, MCL 712A.18(1)(n), MCL 712A.18k, MCR 3.955,

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Form <u>Number</u>	<u>Date</u>	<u>Title</u>	Citation
	***(6/03) ***(9/01)	previous approved forms which cannot be used after October 1, 2003	18 USC 922(g)(8)(c)
JC 75	6/03	Order Removing Child After Emergency Hearing (Child Protective Proceedings)	MCL 712A.13(9),(14), MCR 3.965(C), MCR 3.974(B)
	**(9/02) **(9/01)	previous approved forms which cannot be used after July 1, 2003	
JC 76	6/03	Order of Disposition Following Post-Termination Review Hearing	MCL 712A.19, MCL 712A.19c, MCL 712A.20, MCR 3.978
	*(9/01)	previous approved form which can be used until stock is depleted	
JC 77	(9/01)	Waiver and Consent to Enter Teen Court (Plea Under Advisement)	
JC 78	(9/01)	Waiver and Consent to Enter Teen Court (Diversion)	
JC 79	6/03	Publication of Hearing, Notice to Putative Father	MCR 3.921(C)
JC 80	6/03	Notice of Hearing on Probation Violation	MCR 3.920(C), MCR 3.944(C)
JC 81	6/03	Request and Order for Court Appointed Appellate Counsel	MCR 3.915(B)
JC 82	9/03	Affidavit of Service Performed by Lawyer-Guardian Ad Litem	MCL 712A.17d, MCR 3.915, MCR 3.916
		new form	
JC 83	9/03	Affidavit of Efforts to Locate Absent Parent	Childrens Foster Care Manual 722-6, Absent Parent Protocol
		new form	
NOTE:	*	These forms have had minor revisions made to them and e	xisting stock can be used until depleted.
	**	These forms have had substantive revisions made to them	and existing stock cannot be used after July 1, 2003.
	***	These forms have had substantive revisions made to them	and existing stock cannot be used after October 1, 2003.
	****	These forms have had substantive revisions made to them	and existing stock cannot be used after January 1, 2004.

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Affidavit of Service Performed by Lawyer-Guardian Ad Litem	9/03	JC 82
Appearance of Attorney/Guardian Ad Litem/Lawyer-Guardian Litem	6/03	JC 07
Application to Set Aside Adjudication and Order	6/03	JC 66
Authorization for Return of Bond	9/03	JC 31
Blank (does not contain SCAO approval)	6/03	JC 22
Bond for Appearance	6/03	JC 08
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Complaint (Request for Action) page 2	6/03	JC 02
Diversion Record	6/03	JC 55
Financial Statement	6/03	JC 34
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Judgment of Sentence, Commitment to Jail (Designated Case)	9/03	JC 71
Motion and Authorization/Denial	6/03	JC 15
Motion and Order for Modification or Cancellation of Restitution Owed	6/03	JC 54
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Motion for Alternate Service	6/03	JC 46
Motion to Waive Jurisdiction and Notice	6/03	JC 18
Notice of Diversion Conference	6/03	JC 56
Notice of Hearing	6/03	JC 45
Notice of Hearing (Designated Case)	6/03	JC 67
Notice of Hearing on Probation Violation	6/03	JC 80
Notice of Intent to Intercept State Income Tax	6/03	JC 60
Notice of Proceedings Concerning American Indian Child	6/03	JC 48
Notice to Putative Father	6/03	JC 53
Order After Designation Hearing	6/03	JC 68

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<u>Title</u>	<u>Date</u>	Form <u>Number</u>
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Order After Preliminary Hearing/Inquiry, Child Removed From Home (Child Protective Proceedings)	9/03	JC 11a
Order After Preliminary Hearing/Inquiry (Delinquency Proceedings)/(Personal Protection Proceedings)	6/03	JC 10
Order Appointing Attorney/Guardian Ad Litem/Lawyer-Guardian Ad Litem	9/03	JC 03
Order Cancelling Wage Assignment	6/03	JC 58
Order Delaying Sentence (Designated Case)	9/03	JC 73
Order Following Permanency Planning Hearing (Child Protective Proceedings)	6/03	JC 64
Order for Alternate Service	6/03	JC 47
Order for Assignment of Wages	6/03	JC 39
Order for Contempt of Court	6/03	JC 40
Order for Reimbursement	6/03	JC 38
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<u>Title</u>	<u>Date</u>	Form Number
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